

**What is Claimed is:**

1. A reprographic system comprising:
  - (a) a digital multi-function reprographic machine for reproducing copies of original images; and
  - (b) a programmed personal computer (PC) subsystem connected to said multi-function reprographic machine for processing and controlling original images to be reproduced by said multi-function reprographic machine, said PC subsystem including a work station monitor having a user screen and a drop-down reduction/enlargement (R/E) window including a drop-down arrow, a value display area, selectable major R/E values, and increasing-value and decreasing-value fine tuning means for efficiently and quickly varying a selected selectable major R/E value for controlling an original image processed by said PC subsystem and being reproduced by said multi-function reprographic machine.
2. The reprographic system of **claim 1**, wherein said digital multi-function reprographic machine is a multi-function machine.
3. The reprographic system of **claim 1**, wherein said drop-down R/E window is included within a job printing dialog box.
4. The reprographic system of **claim 1**, wherein said drop-down R/E window is located within a tool bar of said user screen of said PC work station.
5. The reprographic system of **claim 1**, wherein said selectable major R/E values include 250%, 200%, 150%, 100%, 80%, 60%, and 50%.

6. The reprographic system of **claim 1**, wherein said increasing-value and decreasing-value fine tuning means and said drop-down arrow are located on opposites ends of said value display area of said drop-down reduction/enlargement (R/E) window.

7. The reprographic system of **claim 1**, wherein said increasing-value and decreasing-value fine tuning means comprises a spin dial having directional pointers.

8. The reprographic system of **claim 8**, wherein said directional pointers are arrows.

9. The reprographic system of **claim 1**, wherein a programming click of each of said directional pointers varies by one percent a selected major R/E value within said display area of said reduction/enlargement (R/E) drop-down window.